



**BID COMMITTEE
DECISION REPORT**

Meeting Date: November 23, 2017
Contact: Nick Kassam
Contact No.: 604 829 2097

TO: Bid Committee
FROM: Chief Purchasing Official

Entry into a contract in relation to the Supply and Delivery of Street Pavers, PS 20171137 – Request for Proposal with SMS Equipment Inc., located at 19520 Telegraph Trail, Surrey, BC V4N 4H1.

This item was considered by Bid Committee on November 23, 2017 and was approved without amendment.

COMMITTEE DECISION

The Bid Committee approved the entry into the following contract, under the authority of the City's Procurement Policy AF-015-01.

Solicitation Number:	PS20171137 -- Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Street Pavers
Recommended Vendor:	SMS Equipment Ltd.
Contract Term and Estimated Contract Value:	The recommended term of the contract is three years, with the option to extend for two additional one-year terms. The estimated contract price is \$1,060,000 plus applicable taxes, over the initial three year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP	July 6, 2017	
Notices Sent:	Supply Chain Management sent notices to six (6) proponents.	
Closing Date:	August 8, 2017	
Responses Received:	SMS Equipment Ltd.	\$1,060,000
	Brandt	
	Cubex	
	Finning	
	Great West	
Department:	Supply Chain Management; Engineering Services with the assistance of Legal Services.	

Evaluation Criteria	Evaluation Weighting
Technical	60%
Financial	35%
Sustainability	5%
Total	100%

COMMENTS

For the recommended contract, the following requirements have been met:

- a) The solicitation documents were publicly advertised in accordance with the City's Procurement Policy AF-015-01;
- b) The contract is proposed to be entered into with the vendor offering the best value, which is also the highest-scoring vendor and the lowest-priced compliant vendor determined in accordance with the criteria, factors or methods previously disclosed in the public solicitation documents;
- c) Financial Planning & Analysis and the applicable business unit have reviewed and concur on the budget and recommendation;
- d) Bid Committee approval authority exists, as outlined in the City's Procurement Policy AF-015-01 due to the value being in excess of \$500 thousand; and
- e) The Director of Legal Services, Chief Purchasing Official and General Manager Engineering Services are recommended to be authorized to execute and deliver all legal documents on behalf of the City.
- f) The Bid Committee approval is pre contract award, the final contract information may vary subject to final negotiations and award.

DECISION

The Bid Committee approved the entry into a contract in relation to PS20171137 – Supply and Delivery of Street Pavers with SMS Equipment Ltd., under the authority of the City's Procurement Policy AF-015-01.